

STAFF CONFERENCE

Minutes of Meeting held in Director's  
Conference Room, Administration Building  
Monday, 21 January 1952, at 1100 hours.

General Smith Presiding

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1. Personnel Requirements

The Director read portions of a memorandum submitted by the Acting Deputy Director (Administration) concerning departmental positions and present authorized tables of organization. The Director then stated that:

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- a. He had agreed and in fact asked the Bureau of the Budget to reduce [ ] our departmental positions for fiscal year 1953.
  - b. It was not possible for us to recruit qualified personnel to fill presently authorized T/O's even with the above reduction.
  - c. He desired that T/O's for fiscal year 1953 not be filled, since such increase would prevent our being sufficiently selective and gave a firm figure of the number of departmental and field personnel which would not be exceeded.
  - d. It might be possible for a few of the smaller offices to exceed 1953 personnel estimates. However, in order to insure that we remain within the over-all Agency limitation discussed in c above, and, at the same time, expand in such a way that our whole program does not become unbalanced, it will be necessary to carefully scrutinize all requests for increases and, in general, any increase authorized for one segment of the Agency must be offset by a corresponding decrease elsewhere.
  - e. As a result of his stated policy on over-all personnel strength, it would be necessary for the Agency as a whole to adjust our product as our personnel strength would permit, and we would have to "cut the cloth to fit the pattern".

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- f. At the present time our Office of Communications is burdened by the number of cables, both from and to the field, and directed that [REDACTED] submit recommendations on this matter to him through DD/A. In this connection, Mr. Dulles noted that possibly we could work out a similar system of airmgrams now being used by the State Department. These airmgrams would be followed by pouched written reports.
- g. With very few exceptions an individual coming to work for this organization must expect transfers to other offices and also overseas assignments and further that he did not approve of our people being referred to as employees and possibly they should be called officers.
- h. Personnel sent overseas would be assured of a position upon return and in fact such overseas service in a great many instances might well be a prerequisite for promotion.

2. Delays in Transmittal of Communications by Pouch

Mr. Dulles stated that he was somewhat concerned by delays in the transmittal of communications by pouch and noted that a number of inconsequential communications were now being sent by cable. After some discussion, the DCI stated that if necessary we would set up our own pouch system to the main centers using some of our young men as couriers.

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3. Meeting with Assistant Directors

Mr. Becker stated that he planned to meet this week with the Assistant Directors of the overt intelligence offices.

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5. Security

The Director referred to some security matters and gave Col. Edwards certain instructions.

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